

CITY COUNCIL

TRAVEL AUTHORIZATION REQUEST

I hereby request that I be authorized to proceed on official city business to the following named places and return to San Antonio, on or about the dates indicated and to be reimbursed for the travel expenses incurred in performance thereof from city funds in accordance with prescribed policies and procedures applied to such reimbursement.

NAME OF TRAVELER: EDWARD D. GARZA

Purpose and Justification of Travel:

Meet with CEO of Toyota Motor Corporation and with other Japanese corporate leaders. Visit Toyota Motor plant.

Destination or Itinerary: (If more than one point, state, "in order listed" or "any order.") TOKYO, JAPAN; NAGOYA, JAPAN

Estimated date of departure from San Antonio: SAT., JUNE 7, 2003

Estimated date of return to San Antonio: WED. JUNE 11, 2003

GRATUITOUS OR NON-CITY FUNDED TRIPS

This trip will be paid for (entirely) or (partially) by a third party or from non-City funds.

DONOR: \_\_\_\_\_

VALUE: \_\_\_\_\_

EXCEPTIONS: \_\_\_\_\_ X \_\_\_\_\_ Official Business only  
\_\_\_\_\_ Dual purpose-Goodwill  
\_\_\_\_\_ Dual purpose-Education  
\_\_\_\_\_ Dual purpose-City Business

Financial Data:

Estimated cost of travel: \$3,692.00

Travel Advance requested: \$810.00

Fund, Account & Index Code to be charged: 11/01-15-01/602722

Object Code: 02-124

EDG  
(Signature of Traveler)

I hereby certify that the above request for travel authorization has been approved by the City Council on the 5th day of June, 2003

ATTEST:

Polando L. Salazar  
CITY CLERK

EDG  
MAYOR

RECEIVED  
CITY OF SAN ANTONIO  
CITY CLERK  
03MAY30 AM 10:57

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(Signature of Traveler)

I hereby certify that the above request for travel authorization has been approved by the City Council on the \_\_\_\_\_ day of \_\_\_\_\_, 2000

\_\_\_\_\_  
MAYOR

ATTEST: \_\_\_\_\_  
CITY CLERK

RECEIVED  
CITY OF SAN ANTONIO  
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